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**MINUTES OF THE MEETING OF BURY ST EDMUNDS**

**TOWN COUNCIL HELD ON WEDNESDAY 26 NOVEMBER 2014**

**AT 7.06 PM AT THE TOWN COUNCIL OFFICES,**

**7 ANGEL HILL, BURY ST EDMUNDS**

**PRESENT**: Cllrs Oliver (Chairman), Chung, Hartley, C Hind, K Hind and O’Driscoll.

**ALSO PRESENT**: Julia Dyball (Clerk to the Council) and Sue Hindry (Assistant Town Clerk/Responsible Financial Officer), Simon Pickering (St Edmundsbury Borough Council’s Families and Communities Officer), 1 member of the Priors Estate playground project group, 2 representatives of the Bury St Edmunds Fairtrade Town Partnership, Mark Cordell (Chief Executive Officer, Ourburystedmunds), 1 member of the Public.

**1. TO RECEIVE APOLOGIES FOR ABSENCE AND REASONS THEREFORE**

Apologies were received and reasons accepted from Cllr Cockle (medical/personal reasons), Cornish (unwell), Everitt (Mayoral function), Farmer (Borough committee meeting), Ridgeway (other commitment), Springett (urgent work commitments), F Warby (other commitments) and Mrs Warby (Borough committee meeting). Cllrs Simner, Thompson and Turner were absent.

**2. TO RECEIVE DECLARATIONS OF INTEREST + ADDITIONS TO REGISTERS**

All Borough Councillors when sitting at Town Council level (and vice versa) are advised to declare as follows: “that I may vote differently at Borough Council *(substitute Town Council as and when required)* level from that recorded at this meeting because of the possibility of further information being made available to me at that other tier of local government”.

**3. TO CONSIDER ANY WRITTEN APPLICATION BY A MEMBER FOR A DISPENSATION RELIEVING THE MEMBER FROM EITHER OR BOTH OF THE RESTRICTIONS IN SECTION 31(4) OF THE LOCALISM ACT 2011 IN CASES DESCRIBED IN THE DISPENSATION AND SPECIFY THE PERIOD FOR WHICH ANY DISPENSATION SO GRANTED HAS EFFECT**

None.

**4. TO CONFIRM, ADOPT AND SIGN THE MINUTES: 29 OCTOBER MEETING OF THE TOWN COUNCIL**

Resolution Record No. **BSETC/143/26/Nov/14:**

That the minutes of the Full Council meeting of Wednesday 29 October 2014 be agreed and signed as a true record.

**5. PUBLIC FORUM**

Standing orders were suspended and reinstated at the conclusion of item 7. An allotment tenant from Nowton Road B side requested that the avenue be upgraded as it is narrow and uneven; raised concerns that the dip tank drain is unaccessible; requested that a larger skip be provided next year and that the timing of the skips be moved forward or backwards. The Chairman advised that these matters would be investigated.

**6. TO RECEIVE A PRESENTATION FROM MARK CORDELL OF OURBURYSTEDMUNDS IN RESPECT OF A PROPOSAL FOR A “WOLF TRAIL” IN BURY ST EDMUNDS**

The proposal for a “wolf trail” in Bury St Edmunds was outlined.

**7. TO RECEIVE A PRESENTATION FROM ST EDMUNDSBURY BOROUGH COUNCIL’S FAMILIES AND COMMUNITIES OFFICER REGARDING THE PRIORS ESTATE PLAYGROUND PROJECT**

The proposed upgrade of the playground was outlined.

Representatives of the Bury St Edmunds Fairtrade Town Partnership outlined the requirements for Fairtrade accreditation and requested support for its application.

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**8. TO RECEIVE THE REPORT OF THE FINANCE, POLICY AND RESOURCES COMMITTEE MEETING OF 12 NOVEMBER 2014 AND ADOPT THE RECOMMENDATIONS THEREIN**

The Committee Chairman moved the adoption of this report and the recommendations therein.

Resolution Record No. **BSETC/144/26/Nov/14:**

That the minutes of the Finance, Policy & Resources Committee Meeting of 15 October 2014 be approved and signed as a true record.

Resolution Record No. **BSETC/145/26/Nov/14:**

That the month 7: October bank reconciliations, budget line item expenditure, final payments list and cash book reports be adopted and signed.

Resolution Record No. **BSETC/146/26/Nov/14:**

That the review of the budget line items indicating significant under/over spend be approved.

Resolution Record No. **BSETC/147/26/Nov/14:**

That the Month 8: November 2014 payments list as tabled be approved.

Resolution Record No. **BSETC/148/26/Nov/14:**

That the Petty Cash record book to date be approved and initialled.

Resolution Record No. **BSETC/149/26/Nov/14:**

That (1) a cast iron bin bearing the Council’s logo on the front be purchased for Northumberland Avenue (near play area on playing field), Anglian Lane, Hooper Square (near bus stop/benches), Shakers Lane, Tassel Road (entrance to open space area), Southgate Bridge (entrance to No Mans Meadow footpath), Sergeants Walk (by the library), Anglian Lane (side of County Upper School), Parkway (multi-storey car park side of underpass near to B&Q) and Out Risbygate (opposite B&Q) and (2) the ongoing emptying costs of same be approved.

Resolution Record No. **BSETC/150/26/Nov/14:**

That expenditure of £160 plus VAT for the provision of a skip to dispose of rubbish from allotment plot C37A at the Cotton Lane allotment site be approved.

Resolution Record No. **BSETC/151/26/Nov/14:**

That the minutes of the Finance Policy and Resources committee of 12 November 2014 and the recommendations therein be adopted.

**9. TO RECEIVE THE REPORT OF THE PLANNING AND LICENSING COMMITTEE MEETING OF:**

* 1. 29 October 2014 [circulated].
  2. 12 November 2014

The Committee Chairman moved the adoption of these reports (there were no recommendations).

Resolution Record No. **BSETC/152/26/Nov/14:**

That the minutes of the Planning & Licensing committee of 29 October 2014 and 12 November 2014 be received.

**10. TO APPROVE THE MONTH 8: NOVEMBER 2014 PAYMENTS LIST**

Resolution Record No. **BSETC/153/26/Nov/14:**

That the Month 8: November 2014 final payments list, as tabled, be approved.

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**11. TO CONSIDER JOINING WITH ST EDMUNDSBURY BOROUGH COUNCIL, OUR BURY ST EDMUNDS AND OTHER STAKEHOLDERS IN THE TOWN SUCH AS ST EDMUNDSBURY CATHEDRAL AND BUSINESSES OF THE TOWN TO CREATE A ST EDMUNDS “WOLF TRAIL” OF LOCALLY CRAFTED WOLF SCULPTURES TO BE MADE FROM A VARIETY OF MATERIALS SOME OF WHICH PIECES TO BE ON PERMANENT DISPLAY AT DIFFERENT LOCATIONS IN THE TOWN WITH THE OBJECT OF CONTINUING AND RAISING THE PROFILE OF THE ST EDMUND THEME WITHIN THE TOWN**

Resolution Record No. **BSETC/154/26/Nov/14:**

That (1) Bury St Edmunds Town Council supports in principle the creation of a St Edmunds “Wolf Trail” of locally crafted wolf sculptures to be made from a variety of materials some of which pieces to be on permanent display at different locations in the Town with the object of continuing and raising the profile of the St Edmund theme within the Town (2) the level of financial contribution be considered by the Finance, Policy & Resources committee at its meeting on 10 December 2014.

**12. TO CONSIDER CONTRIBUTING THE SUM OF [£X] TO THE PRIORS ESTATE PLAYGROUND REFURBISHMENT AND IMPROVEMENT PROJECT**

Resolution Record No. **BSETC/155/26/Nov/14:**

That the sum of £10,000 be awarded to the Priors Estate playground refurbishment and improvement project.

**13. TO CONSIDER AND APPROVE SUPPORTING THE APPLICATION OF THE BURY ST EDMUNDS FAIRTRADE TOWN PARTNERSHIP TO BE MADE TO THE FAIRTRADE FOUNDATION TO OBTAIN FAIRTRADE ACCREDITATION FOR BURY ST EDMUNDS**

Resolution Record No. **BSETC/156/26/Nov/14:**

That Bury St Edmunds Town Council supports Fairtrade accreditation for Bury St Edmunds and agrees to serve Fairtrade coffee/tea at its meetings/offices.

**14. TO CONSIDER AND DETERMINE BURY ST EDMUNDS TOWN COUNCIL’S VOTE IN RESPECT OF THE BURY ST EDMUNDS CONTINUING TO BE A BUSINESS IMPROVEMENT DISTRICT FOR A FURTHER 5 YEAR TERM OPERATED BY OUR BURY ST EDMUNDS AND TO INSTRUCT AND AUTHORISE THE CLERK TO COMPLETE THE RELEVANT BALLOT PAPER TO BE RETURNED BY 3RD DECEMBER 2014**

Resolution Record No. **BSETC/157/26/Nov/14:**

That (1) Bury St Edmunds Town Council votes ‘yes’ in respect of Bury St Edmunds continuing to be a Business Improvement District for a further 5 year term and (2) the Clerk be authorised to complete the relevant ballot paper accordingly.

**15. TO NOMINATE A MEMBER TO BE COUNCIL’S REPRESENTATIVE FOR THE PURPOSES OF THE DESTINATION MANAGEMENT PLAN PROCESS**

Resolution Record No. **BSETC/158/26/Nov/14:**

That Cllr Chung be appointed as Council’s representative for the purposes of the Destination Management Plan process.

**16. CLERK’S REPORT – FOR INFORMATION ONLY**

Noted.

**17. DATE OF NEXT MEETING**

The date of the next meeting: Precept Ratification MeetingWednesday 17 December 2014.

The meeting closed at 8.23 pm.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_